



# WELCOME TO ST LEO'S CATHOLIC SCHOOL

## INFORMATION FOR NEW PARENTS AND FAMILIES

**Nurture** | **Gracious** | **Excellence**  
: whole child | Mercy Values | No compromise

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A warm welcome to St Leo's Catholic School.

We have prepared this booklet for new families to let you know a little bit about our school and how it works. We hope it provides you with the information you need to help you become part of our school community.

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## MISSION STATEMENT

Our Catholic School is part of a Christ centred community of faith, founded and guided by the enduring values of the Mercy Tradition. Accordingly, we educate the whole child, promoting total development of mind, body and spirit, upholding both excellence and integrity amongst all students and in all school endeavours.

## OUR VISION

**The Children who leave St Leo's Catholic School will be:**

- M** – motivated and active seekers of knowledge,
  - E** – energetic, enterprising contributors to culture and the community
  - R** – respectful, reliable, resourceful and resilient lifelong learners
  - C** – critical and creative thinkers, confident and connected communicators
  - Y** – young people who are living their Catholic Faith
- 
- V** – valuing each persons contribution
  - A** – able to apply reasoning and rationale to solve problems
  - L** – loving and responding to new learning with wonderment and joy
  - U** – understanding a broad range of knowledge in all learning areas
  - E** – encouraging and demonstrating team spirit
  - S** – showing a sense of self: a sense of belonging and positive self esteem

St Leo's Catholic School 2012

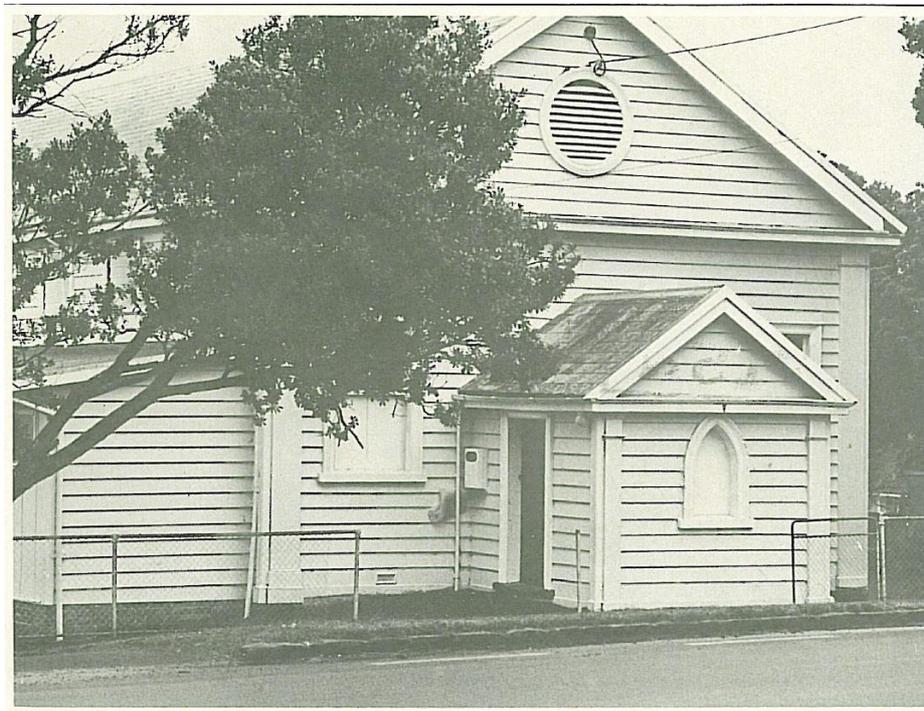


## HISTORY OF OUR SCHOOL

St Leo's Catholic School was founded by the Mercy Sisters in 1893. It is the second oldest school in Devonport and remains on the site where it was originally founded all those years ago.

In the early 1890's two sisters from St Mary's in Ponsonby travelled across the harbour by boat each day to provide religious and secular education. In 1896 three sisters, M. Peter Byrne, M. Columba Prendergast and M. Stanislaus Carmody purchased a cottage and adjoining land across the road from St Francis de Sales church on Albert Road. Initially they used one of the rooms of the small cottage to teach but as numbers grew they decided in 1897 to build a school on the land. In enterprising Mercy fashion the sisters taught music to local Devonport people in the afternoons to raise money for the school.

The school building, which still forms the basic structure of the current parish hall, was designed by a local architect Mr Boylan and was built in 1898 at a cost of 550 pounds.



For its first 20 years St Leo's operated in 2 sections (divided by curtain!) out of this building. On one half was St Leo's Academy for fee paying students and the other half was a parish school for members of the parish. From 1915 it has been purely a parish school.



St Leo's Convent School  
Stds 1 & 2 c1932

The sisters continued to use the old cottage as a convent until a new convent was built in 1959. In 2012 the convent was demolished and in its space a new Administration block and library for St Leo's has been built.

St Leo's integrated in 1975. While the convent itself was closed in 2002 our school continues to have a strong association with the Sisters and the charism of the School is founded on the Mercy Values. We seek to instill these values in our students and actively uphold them in the everyday life of the school.

Through the years St Leo's has established a tradition of academic excellence and a sense of catholic community attracting students from all over the Devonport Isthmus.

## **OUR STAFF AND CLASSES**

At St Leo's we pride ourselves on our high academic achievement and happy students. This is in no small part due to our fantastic staff and dedicated teachers.

Mrs Maureen Harris	Principal	
Mrs Renee Mossman	Office Administrator	
Mrs Adrienne Williams (DP)	St Clare class	New entrants/Yr 1
Miss Lucia Dawbin	St Francis class	Year 1/2
Mrs Julie Lattimer	St Dominic class	Year 3/4
Mr Stephen Rae	St Patrick class	Year 5
Mr Greg MacCarthy Morrogh	St Catherine class	Year 6

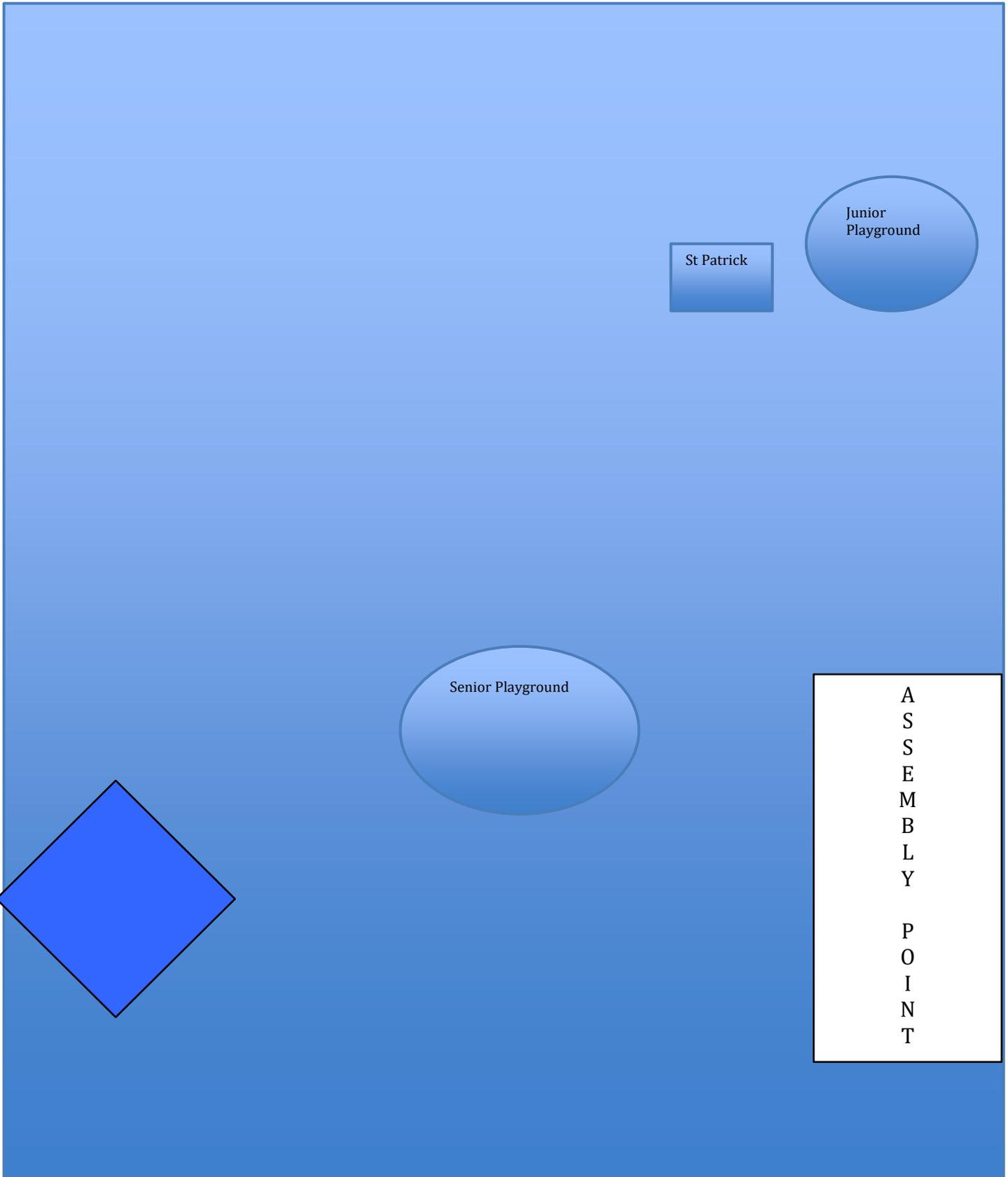
### **SUPPORT STAFF**

Mr Tima Moataane	School Caretaker
Ms Suad Farajulayev	Teacher Aide

MAP OF ST LEO'S CATHOLIC SCHOOL

OWENS ROAD

OWENS ROAD



St Patrick

Junior  
Playground

Senior Playground

A  
S  
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E  
M  
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ALBERT ROAD

## **BOARD OF TRUSTEES AND PTFA**

### **BOARD OF TRUSTEES**

The Board of Trustees is made up of 5 parent representatives elected by parents, 3 proprietor representatives appointed by the Catholic Bishop of Auckland, 1 staff representative elected by staff and the Principal.

#### ***Current Board of Trustees Members – elected May 2016***

Kevin Law	Chairperson
Peter Wolfkamp	Proprietors representative
Maureen Harris	Principal
Lisa Murphy	Parent representative
Damian Wallis	Parent representative
Keir Hansen	Parent representative
Karla Welson	Proprietors representative
Adrienne Williams	Staff representative

Primarily the Board is accountable for student achievement and must provide an environment for the delivery of quality education outcomes. It is also responsible for ensuring the school remains true to its Special Catholic Character. The Board is there to **govern** the school and the Principal **manages** the school.

Board of Trustee meetings are public meetings and are held on Thursdays in Week 3 and Week 8 each term. Please see website calendar and newsletters for dates and times. All parents are welcome to attend. Speaking rights are arranged in advance through the Board Chair.

Board of Trustee Elections are held every three years. The next election is in April /May 2019. All parents have voting rights.

### **P.T.F.A**

St Leo's PTFA is a vital parent group in the school. They foster goodwill in the school by organising social events that bring the school community together. Their fundraising provides our school with much needed funds to supplement our grant from the government and of course are responsible for the magnificent Annual Fair in November of each year.

The PTFA are always looking for new members and meetings are advertised in the school newsletter. All parents are warmly invited.

**At February 2018 Fees are:**

<b>1st child from a family</b>	<b>\$1115.00 per annum (\$278.75per term)</b>
<b>2nd child from a family</b>	<b>\$1070.00 per annum (\$267.50 per term)</b>
<b>3rd and 4th children</b>	<b>\$1030.00 per annum (\$257.50 per term)</b>

**The amount per child per term is made up of the following contributions:**

**Attendance Dues**

Attendance dues of **\$107.50** per term (\$430.00 per annum) are compulsory as approved by the Minister of Education. Attendance Dues are a compulsory payment under the terms of the Private Schools Conditional Integration Act 1975 and a condition of enrolment at St Leo's Catholic School. Attendance Dues are charged for all students who attend Catholic Schools in New Zealand.

Attendance Dues are used to repay loans for building works done at schools in the Auckland Diocese, property related costs including school building works, buildings insurance and costs directly associated with the administration of Attendance Dues are used to repay loans for building works done at schools in the Auckland Diocese, property related costs including school building works, buildings insurance and costs directly associated with the administration of attendance dues.

Attendance Dues are collected by St Leo's Catholic School on behalf of the school's Proprietor, the Roman Catholic Bishop of Auckland. The attendance dues collected by St Leo's Catholic School are forwarded to Auckland Common Fund Limited, a company established by the proprietors of Catholic integrated schools in the Diocese of Auckland responsible for the collection of attendance dues.

**Special Character Contribution**

The Catholic Special Character contribution is a voluntary donation of \$12.50 per term (\$50.00 per annum) per student.

This contribution provides the main source of funding for all services provided to ST Leo's Catholic School by the Catholic Education Services Board. No contributions are made by the Government for these services. The Catholic Education Services Board assists schools to provide a Catholic education for your child through the preservation and enhancement of the Catholic Special Character in our schools.

### **Operating Contribution**

**\$123.75 (1<sup>st</sup> child)**

**\$112.50 (2<sup>nd</sup> child)**

**\$102.50 (3<sup>rd</sup> and 4<sup>th</sup> child) per term**

This is set by the BOT and is used to help fund the shortfall in the cost of running the school. St Leo's Catholic School receives operational funding from the Ministry of Education. However, as with all Decile 10 schools, additional fundraising is required in order to meet operational costs. The BOT Operating Contribution is not mandatory, however, the BOT critically depends on this source of funding in order to provide resources not funded by the Ministry of Education.

### **Building Donation**

This levy is set by the CSO in discussion with the BOT. The levy is passed on to the CSO and placed in trust by the CSO and can only be used for a nominated St Leo's building project. The levy will be **\$35.00** per term (\$140 per annum) per child. This levy is not mandatory.

Accounts are sent out through the School Office at the beginning of each year and then monthly in school terms and may be paid in full, per term or by automatic payment in whichever way you wish.

The Special Character Contribution and Board of Trustees Operating Contribution and any other donations to the school are paid on a voluntary basis and therefore are tax deductible. Please keep your receipts in a safe place so that you can send them in when you do your tax returns.

## **UNIFORM**

The uniform is as follows:

### **WINTER BOYS**

Navy Shorts  
Royal Blue St. Leo's 1/s Polo Shirt  
shoes \*  
Long black socks \*  
St Leo's polar fleece jacket

### **SUMMER BOYS**

Navy Shorts  
Royal blue St. Leo's s/s Polo shirt  
Black sandals \*  
Sunhat\* (compulsory T1 and T4)  
St Leo's polar fleece jacket

### **WINTER GIRLS**

White skivvy \*  
Green and Navy Tunic  
Long navy socks or navy tights \*  
Black shoes \*  
St Leo's polar fleece jacket

### **SUMMER GIRLS**

Blue Tunic  
Navy/Black sandals \*  
Sunhat\* (compulsory T1 and T4)  
St Leo's polar fleece jacket

### **PE/SPORTS UNIFORM (BOYS & GIRLS)**

This is only available through the school and consists of shorts, shirt and an optional jacket.

Girls tunics, boys polo shirts, boys shirts and polar fleece jackets need to be ordered in advance from the school office.

\*The School does not supply these items. Purchase from appropriate retail store.

Order forms will be sent out in term 1 for winter uniforms and term 4 for summer uniforms.

School shoes need to be polished regularly and hair ties for girls should be navy in summer and navy or bottle green in winter.

### **SECONDHAND UNIFORM**

We have a selection of secondhand uniform available for sale for a small donation. Please see Renee at the school office.



Summer uniform



Winter Uniform



PE/Sports uniform

## **SCHOOL INFORMATION – in alphabetical order**

### **ABSENCE**

When children are absent parents must ring the school office by 9.30am. In the interests of children's personal safety, the office will contact parents when we have not heard from the family by 9.30. If you know in advance that your child will be absent, please notify the office beforehand, in writing. While we understand that special family circumstances occur, we prefer parents do not schedule holidays during term time.

### **ADMISSION AND ENROLMENT**

Application for entry to St Leo's is made through the School Office.

The Principal encourages all prospective parents to come and meet with her as an initial step. This enables parents to ask any questions, visit a classroom and have a tour of the school.

The application requires the office to sight and take a copy of baptismal certificate, birth certificate, proof of residency and immunisation certificate. Applicants to St Leo's also require a 'Preference of Enrolment' to indicate they fulfill the requirements of the Bishop and the Catholic Schools' Office. Copies of the form for the priest to complete are available from the school office.

You will be notified in writing once your child's enrolment has been confirmed.

St Leo's is an integrated school with a maximum school roll. To ensure you are guaranteed a place, enrolment is encouraged as soon as possible. It is particularly recommended that siblings are enrolled as early as possible in order that places are kept for them.

St Leo's does have a limited number of spaces for non-catholic children so do enquire if interested to see if any are available.

### **ASSEMBLIES**

These are held every second Friday at 9am in the school hall. Liturgies are held every Monday at 9am in the church. We welcome parents and families to join with us.

### **AWARDS**

Each class teacher awards:

- Principal Award- to acknowledge student's achievement and efforts in learning
- Spirit Award- to acknowledge student's demonstrating the 'Mercy Values'.
- Star Student Award- to acknowledge other aspects of school life.

### **BEHAVIOUR**

All students are expected to behave in accordance with the values of our Mercy Charism and in the Spirit of St Leo's. At St Leo's there is a school wide code of behaviour that is

known to all children, teachers and community members. If teachers have any concerns about students, parents will be contacted in order that home and school can work together to address any issue.

### **BICYCLES AND SCOOTERS**

If you would like your child to ride a bike to school without parental supervision you should advise the office in writing. It is the parent's' responsibility to ensure that their child is aware of the safety requirements of using the road and footpaths. It is important that the correct safety gear is worn. For those children who cycle to school on a regular basis, a yellow vest is available at the school office, free of charge. All bikes, scooters etc. must be walked inside school grounds between 8.30am and 3.30pm. Bikes and scooters are brought to school at the owner's risk and must be stored in the racks provided.

### **CAR PARKING**

To ensure the safety of our children there is strictly no car access into the school grounds during the hours of 8.15am until 3.15pm. The area immediately outside the school gates in Owens Road is also strictly a no parking zone at these times. No dropping off, parking or turning is allowed in Staff Car Park.

### **CLUBS**

At St Leo's we facilitate a number of clubs and activities for children to participate in. These change from time to time but in 2016 may include a Kapa Haka, gardening, Singing Group and Ukelele Group . Contact the school office for more information.

### **CONCERNS/COMPLAINTS**

Please feel free to discuss any concerns you have with us. Our school complaints policy is available online. It states that the first port of call with any concern should be with the staff member concerned. If the concern has not been resolved you should speak to the Principal.

### **COMPOSITE CLASSES**

Composite classes, with two-year levels in one class, are in place where possible throughout the school. We find they are a particularly useful way to teach children at their own level. Each class is a composite class in that there are many levels of social, emotional and academic ability/maturity in each room.

### **DENTAL CLINIC**

The free dental clinic service is a mobile clinic and visits the school regularly to assess children's teeth and recommend treatment. Please note, a child will not be treated without the permission of their parent.

### **EARLY CLOSING**

We close at the end of terms 1-3 at 3.00 pm. At the end of term 4 we close at midday. Should the school close early at any other time parents will be notified well in advance by newsletter.

### **EMERGENCIES**

Please ensure that the school has all your contact and emergency numbers so that we can contact you in an emergency. This is particularly so if you move or change phone numbers. Where we are unable to contact a parent or guardian the school will make a decision in an emergency in the best interest of the child.

### **ENVIRO SCHOOLS**

St Leo's is a member of the Enviroschools program which encourages all children to be more aware of the environment through a range of activities throughout the school year.

### **FOOD ALLERGIES**

Some children in our school have severe life threatening food allergies and so we ask all parents to ensure that no nuts are included in their children's lunch boxes – this includes peanut butter and nutella. We appeal to you as parents and request your co-operation with this. We appreciate this is an inconvenience. We would also like to ask parents to not bring cakes or sweets to school to share with the class on your child's birthday.

### **FUNDRAISING**

As with all state schools in New Zealand, fundraising is an important aspect of our schools funding. Our vibrant and enthusiastic PTFA (see page 8) is primarily responsible for this. All new parents are invited to attend meetings and join in the fun.

There are also other fundraising schemes in the community which we encourage parents to utilize:

- Devonport New World – pop your shopping receipts in the box in store. Our school receives a cheque each term based on the receipts total.
- Yummy Stickers. Children should bring in yummy stickers from fruit. The school receives sports equipment based on the amount of stickers collected. Charts are available from the office.

### **WHANAU GROUPS**

All children at St Leo's are allocated into one of 4 Whanau groups: Kowhai, Pohutakawa, Kauri and Koromiko. Year 6 children are elected whanau leaders each year. All children have the ability to earn (and lose!) house points and the winning whanau is announced at the end of each term to great excitement. Siblings are always allocated into the same house.

### **HOMEWORK**

Teachers set homework that is appropriate to the age and maturity of students. You can

expect to see regular reading and for older children, maths, spelling, Religious Education and some Topic work. The purpose of homework is to reinforce or complete work being done at school and to allow parents an opportunity to share in the learning. The school expectations for homework are no more than 30 minutes daily.

If your child is unable to complete their homework you should communicate this to the classroom teacher – a note in your child’s homework diary would suffice.

### **INFORMATION TECHNOLOGY**

As a school St Leo’s believes that Information Technology is a key skill which our students must master to succeed in the modern world. All classrooms at St. Leo’s have access to computers and these are used as part of regular teaching.

Senior children have the option of bringing their own Chromebooks to school. Each senior class also has 10 Chromebooks for children to use.

### **LIBRARY**

Our school has an excellent library collection. Each class visits our library typically once a week. Please ensure that books brought home are respectfully cared for as part of developing a life long love of literacy. Students will be charged replacement cost for any lost or damaged books.

Each class also visits the Devonport Library twice a term and children are able to borrow books at this visit if they have a North Shore Library card. As a school we recommend that you join your local library and visit with your child on a regular basis if possible.

Once a year we have a book week in which families are able to purchase books for the school and themselves.

### **LOST PROPERTY**

Lost property is located in the senior office block at the end of the corridor. Small valuable items are handed in at the office. Lost property is regularly displayed in the playground for parents and children to check through. **It is critical that all articles of uniform are named.** At the end of each term, all unnamed clothing is washed and dried and put in the secondhand uniform cupboard for sale.

### **LUNCH**

We ask that children be provided with an adequate and nutritious lunch and drink. As mentioned, children should NOT have nuts (including peanut butter) in their school lunches as there are some children with allergies to these products. Glass bottles are not permitted. We ask that you consider the contents of drinking flasks and suggest that water is a good and healthy option.

### **LUNCH ORDERS**

Sushi is available on Wednesdays with orders placed on Tuesdays before 11am in a box in the office. Ezlunch can be ordered online through [www.ezlunch.co.nz](http://www.ezlunch.co.nz). on Monday

and Fridays. Orders must be placed before 9am for delivery same day.

### **MASS**

School/Parish Mass is held twice a year. It is expected that all students attend. If for any reason this is not possible then a note is required. Parish School Mass is regarded as an integral part of attending St Leo's Catholic School and belonging to our school community. It always provides us with great joy to see families attending Mass with their children on these occasions. Classes take turns to attend weekday Mass on Tuesdays. Parents are always welcome to attend.

### **MATHLETICS**

St Leo's utilizes the Mathletics computer programme to support the maths curriculum. We have found it is a great way to encourage and develop our students love of maths. An annual fee is paid to the school at the beginning of the year. Each child is then given a password which allows them to go online at home and school to follow tasks set by their teacher and play other maths games to earn points.

### **MUSIC**

Music is an important part of our core curriculum. In addition to this we have a singing group and a ukulele group that senior children are able to join. An external provider, Lewis Eady comes to St Leo's to provide music tuition during school hours for those who are interested.

### **NEWSLETTERS**

These are published fortnightly on Thursdays as a means of communicating with families about what is happening at school and upcoming events. We encourage parents to register to receive this online. Our newsletters appear on our website, [www.stleos.school.nz](http://www.stleos.school.nz) and on our school app.

### **OFFICE**

The school office is open from 8.30am until 4.00pm daily. Renee Mossman is our Office Administrator. Renee is always pleased to help parents and families in any way she can.

### **OUT OF SCHOOL VISITS**

The value of Out of School visits is widely recognised and at St Leo's it is linked to curriculum study for the term. We ensure strict guidelines are upheld when organising trips, e.g. checking for WOF, registration, seatbelts etc. Please do not be offended by these enquiries when you volunteer for transport as it is in the best interest of our students. Ratios of parents to students are imperative so please consider whether you are able to help out.

### **PARENT HELP**

At St Leo's we welcome parent help. Classroom teachers will send out requests for help and will advise parents of the kind of help required. If you have time and would like to help, contact your child's teacher.

## **PETS/DOGS**

We ask that if parents walk to school with a dog, that the dog is left at the school gate and does not come into the school grounds.

## **PHOTOS**

Class, individual, sports and family photos are taken once a year at a date advised through the newsletter.

## **POLICIES**

Copies of our school policies are available from the School Office and online.

## **PHYSICAL EDUCATION**

All children participate in regular physical education as a compulsory part of the school curriculum. We emphasise physical fitness and the mastery of skills. All children are expected to participate in physical education lessons and fitness unless they have a note from home excusing them. PE Uniform must be worn for fitness and children should have full PE uniform at school five days a week.

## **REPORTING TO PARENTS**

St Leo's believes that the more informed parents are, the more input they can have in a child's education. We report to parents about progress a number of times throughout the school year.

- In March teacher, parent/caregiver and student have an opportunity to all meet and set goals for the year.

Year 0-3

After 6 months of school	Interim Report	Parent Interview
After 12 months of school	Full Report	Parent Interview
After 18 months of school	Interim Report	Parent Interview
After 24 months of school	Full Report	

After 30 months of school	Interim Report	Parent Interview
After 36 months of school	Full Report	

#### Year 4-6

- At the end of Term 2 an interim progress report is sent home. This is followed by a parent interview to discuss progress.
- Mid way through term 3 Student Led Conference.
- At the end of Term 4 final reports summarizing both progress against National Standards and other achievements at school are sent home.

Parents should not feel restrained by the reporting cycle. If children have any problems or parents have a concern with learning, however small, they are encouraged to meet with their child's teacher to discuss any problems or issues as they arise. One of the benefits of our small size at St Leo's is that all teachers and the Principal can operate an open door policy and welcome this dialogue.

#### **RELIGIOUS EDUCATION INSTRUCTION**

Religious Education instruction is an integral part of the curriculum at St Leo's. Children participate in instruction for between two and a half to three hours a week and will frequently have homework from the day's lesson. This is often a good opportunity for families to discuss the day's learning and share with your child. As part of our Religious Education programme all families can access the whanau book online at <http://www.faithalive.org.nz/assets/Resources/Family-whanau-bbok.pdf> This site provides a wealth of spiritual knowledge and valuable information to assist families in the faith formation of their children.

#### **SACRAMENTAL PROGRAMME**

Students at St Leo's participate in the Parish based Sacramental Programme. Parents are advised by the School of starting dates. Our School fully supports this programme.

#### **SCHOOL PRODUCTION**

Every second year, St Leo's proudly puts on a school production. All children are involved and parents, friends and family are all invited.

#### **SPECIALIST TEACHING**

At St Leo's our small class sizes mean that all our children can receive a focused and individualized program of learning. However we also operate a number of more specialized teaching programs.

- **Reading recovery:** Reading recovery is a very successful programme instituted by the Ministry of Education to allow early intervention for students who could fall behind with reading. Our specialist teacher works with 6/7 year old students to help give confidence and boost reading techniques. A number of our class teachers are also reading recovery trained.
- **Special Needs:** At St Leo's we have a Special Needs Committee which implements a system of early identification for early intervention if required. Should parents have any concerns at any time, please speak to the Principal.

### Supporting Inclusion at St. Leo's

At St. Leo's we have a number of children with a variety of Special Education Needs. Boards of Trustees are tasked with supporting the progress and achievement for ALL students at their school as every student has a right to receive a good quality and inclusive education in their local school.

The following is a list of 10 reasons for inclusion. (Source: Centre for Studies on Inclusive Education)

*Inclusive education is a human right, it's good education, and it makes good social sense.*

### **Human rights**

1. All children have the right to learn together
2. Children should not be devalued or sent away because of the disability or learning difficulty
3. Disabled adults, describing themselves as special school survivors, are demanding an end to segregation
4. There are no legitimate reasons to separate children for their education. Children belong together – with advantages and benefits for everyone. They do not need to be protected from each other.

### **Good education**

5. Research shows children do better, academically and socially in inclusive settings.
6. There is no teaching or care in a segregated school which cannot take place in an ordinary school.
7. Given commitment and support, inclusive education is a more efficient use of educational resources.

### **Social Sense**

8. Segregation teaches children to be fearful, ignorant and breeds prejudice.
9. All children need an education that will help them develop relationships and prepare them for life in the mainstream.
10. Only inclusion has the potential to reduce fear and to build friendship, respect and understanding.

- Gifted Students: As part of classroom planning, all teachers at St Leo's must identify those children who need extending in particular areas. Current educational thinking is while advanced children need to be challenged and extended, separate programs for gifted children can be isolating. At St Leo's we believe that the needs of our gifted students can be best met by teachers tailoring specific learning to challenge within the classroom environment. Our teachers have been trained for this. We have also found that SOLO Taxonomy as a means of extending thinking is a useful tool.

## **SPORTS**

St Leo's teams play in a large range of sports and have great success – particularly given our size! Sports include: Netball, Touch Rugby, Ripa Rugby, Soccer, Basketball, Hockey, Flippa Ball and cross-country. We encourage everyone to have a go.

## **STATIONERY**

At the end of the year you will be given your stationery invoice for the following year. Stationery is supplied from the School office at very competitive prices.

At St Leo's we have very strict guidelines about the presentation of exercise books and how they are maintained. We ask that exercise books are not covered or adorned with any additional decoration. We believe this creates a level playing field in the classroom: it eliminates peer pressure regarding expensive covering materials, eliminates the use of inappropriate images on books and supports the good condition of the books.

## **TIMETABLE**

8.30am	Students allowed in classrooms
8.55am	All children ready to start the day
9.00am	Teaching begins, attendance register called
9.05am	Prayers
11.00am	Morning Tea
11.25am	Middle teaching block begins
1.00pm	Prayer & Lunch (supervised eating - duty teacher rings dismissal bell from lunch eating)
1.45pm	Bell to signal readiness for lessons to begin
1.50pm	Bell to signal afternoon teaching block beginning
2.55pm	Prayer
3.00pm	School day ends

School starts at 9.00am sharp. We like children to arrive at school some time between 8.30am and 8.45am to give them time to prepare and settle in before the bell rings. Regular lateness is recorded in an attendance register and parents will be contacted if necessary.

## **TRAVELWISE**

St Leo's is a Travelwise school. We encourage walking and cycling to school and to

reduce car use.

### **WALKING SCHOOL BUS**

St Leo's encourages students to walk to school where possible. However as we attract children from all over the Devonport Peninsula, it is not possible to have the full walking school bus found in other local zoned schools. Currently St Leo's has no Walking School Bus Routes. If you would like to restart a walking school bus route, please contact the school office.

### **WATERWISE**

Senior Students in year 6 participate in the Waterwise programme to learn canoeing and sailing skills in terms 1 and 2 or Terms 1 and 4. Parents are always welcome to become new waterwise instructors on completion of the registration course. Waterwise can only operate if sufficient qualified instructors are available.

### **FAMOUS ST LEO'S ALUMNI**

Maurice Duggan - Author Father Tom, Water Boy  
Simon Gundry – Round the World yachtsman  
Sister Mary Leo – World renowned opera singer teacher  
D'arcy O'Brien – Commissioner of crown lands  
Mary O'Brien – Opera singer  
Doreen O'Leary – Dance teacher  
Sister Gael O'Leary – Sister of Mercy; artist; sculptor  
Father Jude McCarthy – Parish priest in Auckland Diocese  
Jodie Rimmer – Actress (granddaughter of D'arcy O'Brien)

Dr Paul Rollin – Volcanologist  
Cole Sheehan – Round the World yachtsman  
Martin Snedden – NZ Cricket Player, NZCEO Rugby World Cup 2011  
Sue Story – Chef – writes for Taste magazine  
Hugh Wright - Businessman